

**Mickey Leland Environmental Internship Program
Advisory Committee Meeting Minutes
Thursday, November 16, 2006**

Members Present: Melissa Applegate, Debbie Boyle, James DeShaw, Brandi Harrison, L'Oreal Stephney.

Guests:

Members Absent: Commissioner Williams, Jon Kuhl, Leonard Spearman, Debbie Hastings, Ervin Thomas and Melvyn Wrenn.

Convening of Meeting: Debbie Boyle called the meeting to order at 11:50 p.m. The minutes from the July meeting were read, motion to approve was seconded by James DeShaw. Motion to approve minutes was carried, minutes approved.

Old Business

Final bill was \$6,266.08. Ervin Thomas paid bill in full. Reports on the 2006 intern conference were reviewed by advisory board.

New Business

Dates for next year's conference are July 12 & 13 (1st choice) or June 28-29 (second choice). Coordinator will notify executive management of the date and get confirmation of attendance.

Debbie Boyle and Don Legg will make an appointment to meet with Hector, President of TCC to find out if they're still interested in participating in the program.

Open Discussion:

TCEQ is willing to provide templates for presenters and a presentation 45-60 minutes is preferred.

Contact previous interns to be a part of the conference next year. Set up roundtable discussions on the first day of the conference after the general opening. This will be beneficial to current interns, they get to hear and see former interns discuss how they have benefited from participating in the program. We have one person selected already, Brandi Harrison, former MLEIP intern at TCEQ in Small Business (Tamara Shea Oatman) and current advisory board member.

HRSD will work with regions on "travel funds" for interns to attend the conference. This can be done at the time the request for an intern is submitted.

Each advisory member will be responsible for recruiting at least one new sponsor this year.

Adjourn

The meeting was adjourned at 1:20 p.m. by Debbie Boyle.